

Port Ludlow Drainage District

Post Office Box 65261

Port Ludlow 98365

Minutes of the 48th Regularly Scheduled Meeting
10 AM, 11 December, 2003

Call to order and Approval of Minutes:

The 48th regularly scheduled meeting of the Port Ludlow Drainage District (PLDD) was called to order by the Chairman Richard Regan. The first order of business was approval of the Minutes of the 13 November 2003 regularly scheduled meeting. Minutes were approved as written.

Expenses:

The PLDD Commissioners approved Drainage District expenses that have accrued from 13 November to 11 December 2003 for the total amount of \$4,874.15. A breakdown of this total is shown below:

Voucher Number	Amount	Item Description
03-099	\$1,087.07	Gray & Osborne, Inc.
03-100	\$2,837.08	Gray & Osborne, Inc.
03-101	\$350.00	Commissioners' Expenses (Laker)
03-102	\$400.00	Rent (Ludlow Maintenance Commission)
03-103	\$200.00	Bookkeeping (Brown)

Public Forum:

Responding to a question from the audience, the Commissioners explained their inter-local agreement with the LMC and the services provided to the District by the LMC for a \$200.00 monthly fee.

Old Business:

1. The PLDD Commissioners discussed the progress of the Comprehensive Plan Study. Mr. Baker had nothing new to report. The Commissioners had scheduled a meeting with a newly elected Jefferson County Commissioner Pat Rogers on Friday, December 12, 2003. Recent completion of the PLDD Comprehensive Stormwater Management Plan is one of many issues Commissioners intend to discuss with Mr. Rogers. The Commissioners had officially submitted PLDD Comprehensive Stormwater Management Plan for adoption by the Jefferson County Commissioners as a part of an overall Comprehensive Stormwater Management Plan for the Jefferson County last month.

2. The PLDD Commissioners obtained a copy of the Jefferson County Board of Commissioners response to PLDD related questions raised by Bert Loomis and Ron Gregory in late September-early October 2003. A copy of this letter will be filed with the rest of the PLDD records. The PLDD Commissioners thoroughly discussed this letter paying extra attention to the part regarding authority for review of stormwater plans, in which the County indicated their intentions to "utilize, once adopted, the PLDD Comprehensive Plan" while stating that "the County will not be adopting" the plan in question. Discussion followed. The PLDD Commissioners intend to further discuss this issue with Jefferson County Commissioner Rogers.
3. The Commissioners were given an update on the progress of the Oak Bay Road Conveyance System Repair Project. Mr. Baker brought in the latest copies of this project design plans for a Commissioners' review. The plans show three separate bid items and their cost estimates. A question arose regarding the phase III portion of the work. Commissioner Amundson pointed out that this work is being performed on County right of way, which is County's responsibility. He questioned whether it was proper for the District to pay for what should be paid by the County. A copy of these plans was given to Mr. Turpin, county engineer, for a review. Detailed discussion of the plans followed. Mr. Baker took comments and answered questions asked by the Commissioners and the members of the audience. Commissioners' comments will be incorporated and a revised copy of the plans will be prepared for the next (January 8) PLDD meeting. The Commissioners intend to award this project in early 2004 to be completed in July-August.
4. Discussions were scheduled pertaining to drainage plans review provided by the PLDD for the Architectural Control Committee. Last month Commissioner Regan brought in a revised draft of the PLDD Drainage Plan Guidelines for Mr. Baker to redo. A revised copy of the guidelines should be available by the next (January 8) PLDD meeting. This agenda item was tabled till the next meeting. Once approved this document will be included into ACC new construction request package.
5. Discussions were held pertaining to Foster Lane drainage problem. Last month Commissioner Regan had written and sent to the County a letter recommending the solution to the Foster Lane problem. Mr. Turpin will be contacting affected Foster Lane residents early next week.
6. Discussions were held pertaining to PLDD record keeping resolution. Secretary Laker will prepare a draft of the resolution discussed for the next (January 8) PLDD meeting.

New Business:

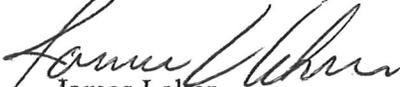
1. Mr. Baker brought in a copy of 2004 assessment roll for the Commissioners to review. The report lists all new houses permitted for construction prior to 27 November 2003 as single family residencies whether the houses are completed or not. Jefferson County assessor website is now showing the amount of drainage assessment

paid. The 2004 assessment roll will be sent to Judith Morris, Jefferson County Auditor, next week. All comments, if any, should be in by Monday, December 15, 2003.

The next regularly scheduled meeting of the Drainage District will be held on 8 January 2003.

The 11 December 2003 meeting adjourned at 11:30 AM.

Respectively Submitted:


James Laker
Drainage District
Secretary

Approved:


Richard Regan
Drainage District
Chairman

Approved:


Lee Amundson
Drainage District
Treasurer